

REQUEST FOR PROPOSALS
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

Request for Proposals (RFP):

The City and County of Honolulu (City), through its Department of Budget and Fiscal Services, is requesting proposals from City agencies and qualified private nonprofit agencies for federal funding from the City's CDBG Program for Fiscal Year 2017. The City anticipates that it will award up to \$6.1 million in CDBG funds in Fiscal Year 2017 from this RFP. The exact amount of funds that will be available is subject to adjustment by the U.S. Department of Housing and Urban Development (HUD). The City is seeking projects that will enable it to achieve the goals and objectives published in its Consolidated Plan for Fiscal Years 2016-2020. The Consolidated Plan is available for viewing at:

http://www.honolulu.gov/rep/site/bfs/bfs_docs/2015_Consolidated_Plan_and_First_Year_Action_Plan.pdf

Submission deadline:

All agencies must submit their CDBG funding applications to the Division of Purchasing by 4:00 p.m., Wednesday, December 9, 2015 as evidenced by a date and time stamp from the Division of Purchasing. The Division of Purchasing is located at Honolulu Hale, 530 South King Street, Room 115, Honolulu, Hawaii.

Subsequent Schedule:

December 2015	City staff review period.
January 2016	Selection Committee review and selection period.
February to May 2016	Action Plan preparation, public comment, and City Council approval period, including listing of selected project proposals for submittal to HUD for approval.
August 2016	Anticipated availability of Fiscal Year 2017 CDBG funds.

To submit a CDBG funding application:

- Obtain the RFP and funding application on the Division of Purchasing website: <http://www4.honolulu.gov/bfspurchasingbids/main/vueOpenBids.asp?sType=G>
- You may also pick up these forms in person at the Division of Purchasing at the above address.
- Complete the CDBG funding application, including all required attachments.
- Return the completed funding application(s) by the submission deadline.

Description of CDBG Program:

Projects that are funded in the CDBG program must address the CDBG program's primary objective, which is the "...development of viable urban communities, by providing decent housing and suitable living environments and expanding economic opportunities principally for persons of low- and moderate-income."

Eligible CDBG activities include:

- Acquisition of real property.
- Disposition of real property.
- Acquisition, construction, reconstruction, rehabilitation or installation of public facilities.
- Clearance, demolition and removal of buildings and improvements.
- Provision of public services provided it is a new service or a quantifiable increase in a service now being provided and does not exceed 15 percent of the City's entitlement grant.
- Rehabilitation of privately owned buildings and low-income public housing.
- Removal of material and architectural barriers restricting mobility of elderly and handicapped persons.
- Historic preservation.
- Economic development.

Activities that are ineligible for CDBG funding include, but are not limited to, the following:

- Buildings for the general conduct of government.
- General government expenses.
- Political activities.
- Purchase of equipment unless as part of an economic development activity or when necessary for use by a recipient or subrecipient in the administration of activities assisted with CDBG funds.
- Operating and maintenance expenses.
- New housing construction unless carried out by a Community Based Development Organization (CBDO).
- Income payments for housing or any other funds.
- Religious activities.

The City may provide CDBG funds to a Community-Based Development Organization (CBDO) that is qualified to carry out certain CBDO activities such as neighborhood revitalization, community economic development, energy conservation, or new housing construction projects in an approved Neighborhood Revitalization Area. Applicants need not be CBDOs to apply for CDBG funding from the City; however, only applicants that are already certified as CBDOs by the City will be granted CDBG funds to carry out CBDO activities.

Questions may be directed to 768-3935 or by email to bfscdbgmail@honolulu.gov.

Nelson H. Koyanagi, Jr., Director
 Department of Budget and Fiscal Services
 By order of KIRK CALDWELL, MAYOR